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ABSTRACT

This book, written for trainers as well as for persons who occasionally provide training in a work setting, is organized in three parts. Each fact is individual, although there is some cross-referencing. "Running Staff Training Groups" focuses on the way in which trainers can use action learning methods such as role play to impart their material. The eight chapters in this section cover these topics: how to be a creative trainer, the background to training, who should do the training and how trainees should prepare for a session; how courses are set up and planned; ways of starting training sessions; carrying out a session; creative training techniques such as the use of role plays; and the factors a trainers needs to consider in ending a course. "Team Doctoring" looks at how teams develop and the strategies that a consultant can use to work with "stuck" or malfunctioning teams. "Using Sociodrama" covers the use of sociodramatic techniques in training groups, as well as using sociodrama, a method in its own right, to explore group, social, and political issues. Case samples are provided. Each of the three parts of the book contains references and suggestions for further reading. (KC)

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